

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Women Development, Child Welfare and Disabled Welfare Department –
Implementation of Geographical Management and Information Monitoring
System for ICDS as a Pilot Project – Orders – Issued.

**WOMEN DEV. CHILD WELFARE & DISABLED WELFARE
(ICDS.A1) DEPARTMENT.**

G.O.Rt.No. 390

Dated:23-12- 2008.

Read the following:-

1. State Programme Representative, CARE India, AP, Hyderabad
dt.23.07.2008.
2. From the Director, WD&CW Dept., Hyd., Lr.No.2597/MIS/2008
dt.26.8.2008.
3. Minutes of the Meeting held in chambers of Principal Secretary, IT
Department on 22.8.08.
4. GO Ms No.42, dated:21-11-08, WD, CW & DW Department.

ORDER:-

ICDS launched in 1975, as Centrally Sponsored Scheme, is a Nationwide programme aimed at holistic development of children upto six years with a special focus on expectant and nursing mothers. Although the scheme has been gradually upscaled since then to cover the entire State, concerns have been expressed in the implementation of the scheme and the non realisation of the objectives and goals as envisaged under the scheme. A review of the programme reveals that the present monitoring system has become a mere aggregation of data which is repetitive and often not reflecting the reality on ground. A need has been felt to simplify the reporting and the monitoring system so as to capture the correct data, to facilitate effective monitoring and implementation of this important scheme and qualitative evaluation at periodic intervals take appropriate corrective measures so as to achieve the ICDS goals, including the Millennium Development Goals.

2. The Department of Women Development & Child Welfare, in consultation with IT Department and in partnership with CARE India, have decided to introduce as a pilot project, a Geographical Management & Monitoring System (GMIS) in one Revenue Division each of Hyderabad, Kurnool, Vizianagaram districts and complete district complete of Nizambad. The following orders are accordingly issued:-

- i. Agreement between the Department of WD & CW and CARE India would be entered into as per Agreement at Annexure-I(A) with GMIS consultants also endorsing the terms of reference as at Annexure-I(B).
- ii . GMIS Consultants Pvt Ltd agency suggested by CARE and endorsed by the WD & CW Department will execute the agreement as per Terms of Reference (TOR) and contract enclosed.

(Contd...2)

3. The following State Level Review Committee is constituted to review the progress of work, evaluation and to take appropriate corrective measures:-

Principal Secretary, WDCW&DW Department	- Chairperson
Secretary, IT Department	- Member
Director, WD & CW	- Convenor
Dr.Ann Chappuis of GMIS Consultants Pvt Ltd.	- Member
UNICEF Representative for A.P	- Member
CARE India	- Member

Experts/individuals may be co-opted as and when required.

4. GMIS cell should take over the programme in the long run. A GMIS cell at Directorate level, is constituted to provide the required data, finalise the formats and departmental support at various levels, apart from monitoring and reviewing the progress of work at the field level in the pilot project area and to take appropriate and timely corrective measures:-

Director, WD & CW	- Chairperson
Dy Director (ICDS),WD & CW	- Contact Person
PD, Hyderabad, WD & CWA	- Member
Dr.Ann Chappuis	- Convener
CARE	- Member
UNICEF Representative for A.P.	- Member

- (i) The Director, WD & CW will also provide the required logistic support and other facilities required by the team engaged by GMIS Consultants and CARE at the field level in the conduct of the pilot.
- (ii) State Review Committee and the GMIS Support Cell, CARE India and GMIS Pvt. Ltd., shall, if required consult with each other to develop and implement the rules of business of the said Committee and Cell.

5. The pilot project will be implemented in Parvatipuram in Vizianagram; Kurnool Division in Kurnool District, Secunderabad Division in Hyderabad; and complete Nizambad District.

6. The pilot for which preliminary spade work has already been undertaken in consultation with CARE and with the approval of the Department of WD & CW, including the finalization of formats of the basic survey and other records at the AWC level etc., would be completed by December 2009 and the Agreement accordingly will be in force for the entire project period.

(Contd...3)

7. An amount of Rs. 99.00 Lakhs from the fund accrued from the sale of empty containers of the CARE India food supplied to the ICDS projects would be utilized for the pilot project. The whole amount shall be deposited by Director, WD & CW with CARE for being utilized for the project which includes cost of 310 low cost laptops, 36 printers and UPS for use in the pilot project area as per Annexure-II as per terms and condition of Annexures I-A and I-B.

8. As the success of the pilot project would totally depend on correct and factual recording and reporting, all the Officers and the field workers of the ICDS scheme including RDDs, PD's, CDPO's, Supervisors and Anganwadi Workers etc., shall ensure correct and factual data is captured in the basic survey register and in their periodic reports, and will also follow the administrative protocol developed by GMIS Consultants. The survey registers shall accordingly be corrected or rewritten, if required.

Any wrong recording of data or wrong reporting of data by the Anganwadi Workers/Supervisors/ CDPOs shall entail stringent action against all concerned. The Anganwadi Workers who are found to record or report incorrectly shall be debarred from career advancement and shall not be considered for any incentive schemes and are also liable for removal.

9. All the Supervisory Officers at various levels right upto Director, WD & CW shall under take frequent and random verification and provide proper guidance to the Anganwadi Workers/Supervisors in the pilot project, in particular.

10. The software will be developed with open source tools and it will be delivered to the Department of WD & CW with all the source codes, passwords, etc providing for flexibility to modify, update and to eventually enable the department to upscale to cover all the districts in the state. The software developer i.e., GMIS Ltd., shall hand over:-

- I. SRS document in soft copy and hard copy
- II. Design document in soft copy and hard copy
- III. User manual in soft copy and hard copy
- IV. Installation manual in soft copy and hard copy
- V. Source code
- VI. Software application.
- VII. Provide all other essential to upgrade/modify the software and to finally upscale to cover the entire State.

11. The WD & CW Department will own and have all proprietary rights over the software so developed. The department may take up consultancy for other states on its own or with the cooperation of GMIS Consultants Pvt. Ltd., if it so decides, on mutually agreeable terms.

12. At the end of the project, apart from all assets vesting with the department, balance of the funds if any, (provided to CARE) with accrued interests thereon, shall be reverted by CARE to the Director, WD&CW within 21 days of closure of project.

(Contd...4)

13. This order does not require concurrence of Finance Department.

(BY ORDER AND IN THE NAME OF GOVERNOR OF ANDHRA PRADESH)

M. CHAYA RATAN,
PRINCIPAL SECRETARY TO GOVERNMENT

To

The Director, WD&CW, Hyderabad (with Annexures)
The Regional Deputy Directors, WD & CW, Hyderabad District.
The Regional Deputy Directors, WD & CW, Vishakapatnam District.
The Regional Deputy Directors, WD & CW, Kurnool District.
The Project Director, Hyderabad District.
The Project Director, Nizambad District.
The Project Director, Kurnool District.
The Project Director, Viziangram District.
The State Programme Representative, CARE-India, A.P. Hyderabad.
(with Annexures)
The Secretary, GMIS, Hyderabad. (with Annexures)
The UNICEF, Hyderabad.
District Collectors concerned.

Copy to:-

P.S. to Chief Secretary
P.S. to Principal Secretary to Chief Minister.
OSD to Minister (WD, CW & DW)

SF/SC.

//FORWARDED BY::ORDER//

SECTION OFFICER

Annexure I-A

AGREEMENT BETWEEN WDCWDW Department, Govt. of AP, CARE Inc. FOR BUILDING A GEO-GRAPHICAL MANAGEMENT & MONITORING INFORMATION SYSTEM FOR ICDS PROGRAMME

This Agreement (hereinafter referred to as "Agreement") is entered into on this _____ day of _____ 2008,

BY AND BETWEEN

Women Development Child Welfare & Disabled Welfare Department, Government of the State of Andhra Pradesh. (hereinafter referred to as "WDCWDWD" or GoAP), and having his/its office/registered office at 8-3-222, behind Sarathi Studio, Ameerpet, Hyderabad, acting through _____ its authorised officer and signatory which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include his/her executors, administrators and legal representatives for the time being of the said entity, as the case may be, of the One Part;

AND

CARE, INC., a not-for-profit corporation organised under the laws of the District of Columbia, U.S.A having its registered office at 151 Ellis Street, Atlanta, Georgia 30303, USA (hereinafter referred to as CARE) and its Indian Country Office namely CARE India situated at 27 Hauz Khas Village, New Delhi, and its regional office at 6-3-608/1, Anand Nagar Colony, Khairatabad, Hyderabad, acting through its authorised officer and signatory which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors, administrators and legal representatives/the partners for the time being of the said entity, the survivor or survivors of them and their respective heirs, executors, administrators and legal representatives/its successors, as the case may be, of the Second Part;

WHEREAS

1. WDCWDWD is a Government of Andhra Pradesh Department engaged in the Integrated Child Development Services (ICDS).
2. CARE organisation runs a programme on Health & Nutrition and has been associated with the Government.

AND WHEREAS Integrated Child Development Service (hereinafter referred to as ICDS) Scheme, launched in 1975, as a Centrally Sponsored Scheme is a nationwide programme which aims at promoting the holistic development of children up to 6 years of age with a special focus on children up to 2 years, besides expectant and nursing mothers.

AND WHEREAS ICDS provides integrated services comprising (i) Supplementary nutrition, (ii) Immunization, (iii) Health check-up, (iv) Referral Services, (v) Non-formal Pre-school education (3-6 year children only), and (vi) Nutrition and Health. The Anganwadi Centres, managed by the Anganwadi Workers and the Anganwadi Helpers, are responsible for delivering the services at the field level with the overall supervision of the District Programme Officers and the Child Development Project Officers (CDPOs) at the Block level.

AND WHEREAS The present monitoring system of the ICDS has been found to be repetitive with mere aggregation of data at various levels without providing for or enabling qualitative evaluation. The simple aggregation has also resulted in improper reporting without reference to field reality or facts.

AND WHEREAS The WDCWDWD/GoAP is of the view that

1. The ICDS programme needs to be regularly monitored, to assess progress towards the goals and targets.
2. A comprehensive system is required to be developed and operated to collect and analyse disaggregated data.
3. Efforts are required to be made to simplify and strengthen the existing data collection mechanisms so that quality data on various measurable development indicators is generated and used for programme assessment and improvement as well as for monitoring progress in achievement of goals.

AND WHEREAS with a view to have developed and implemented such a system for data collection, management and assessment, the WDCWDWD/GoAP has requested CARE to provide assistance and facilitation for the same. In order to have developed and implemented the said system, the WDCWDWD/GoAP has further confirmed to CARE that M/s Graphical Monitoring & Information Systems Consultants Private Limited (hereinafter referred to as “GMIS Pvt. Ltd.”), which was originally incorporated on 02/02/2005, under the Companies Act, 1956, as DECI GRAPH SOLUTIONS PRIVATE LIMITED and which having duly passed the necessary resolution in terms of Section 21 of the Companies Act, 1956 and with the approval of the Central Government changed the name to Graphical Monitoring & Information Systems Consultants Private Limited on 17/07/2008 and having its office at 1145A, Road No 58, Jubilee Hills, Hyderabad, Andhra Pradesh – 500033.

AND WHEREAS GMIS Pvt. Ltd. which has experience in geographic and monitoring information technology, may be engaged by CARE for the purpose of developing and implementing the said system and has assured CARE that the said organisation has the technical capability and competence to provide development and implementation support including the testing and debugging of the required system for a period of three months from the day of implementation at field level. Accordingly the WDCWDWD/GoAP has endorsed to CARE that the services of GMIS Pvt. Ltd. may be engaged to provide the required software and further recommended that the computer hardware for the said system be procured from M/s HCL Limited (hereinafter HCL)

which is a prequalified supplier of hardware for the various projects of the GoAP or as may be identified by WDCW in consultation with GMIS Pvt. Ltd and CARE. The GOAP has been assured by CARE that HCL party shall provide off site warranty and maintenance at select / nearest locations to all the laptops and would be responsible for time bound off site warranty for the duration of the project. GoAP has assured CARE that GMIS Pvt. Ltd. shall provide the technical support to CARE required for procurement of hardware from HCL/party concerned.

NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN WDCWDW AND CARE AS UNDER:

WORK DESCRIPTION

1. GoAP shall appoint CARE as a Consultant to support the operationalisation of the GMIS Pvt. Ltd., and facilitate the use of the data by the GoAP for better management of ICDS as hereunder:-
 - a. CARE shall provide management support to GoAP for the creation of technical and operational content of the GMIS Pvt. Ltd., software to facilitate use of information for management of ICDS. This will be achieved by participation in the design and development of the formats, software testing and roll - out processes of GMIS Pvt. Ltd., software.
 - b. CARE shall utilise the services of and work with the vendors that have been quality assured by GoAP i.e. GMIS Pvt. Ltd. and HCL/party concerned.
 - c. CARE shall with the assistance and support of GMIS Pvt. Ltd., oversee the development and implementation of the system and the procurement of computer hardware., CARE shall arrange the facilitation of the financial releases for GMIS Pvt. Ltd. to develop and pilot the GMIS Pvt. Ltd. software roll – out in three pilot divisions in the Districts of Kurnool, Vizianagaram, Hyderabad and complete Nizamabad District.
 - d. CARE shall, work with GoAP and GMIS Pvt. Ltd. to facilitate the use of the information generated from the GMIS Pvt. Ltd., to improve the performance of ICDS in the three pilot divisions and one complete district in above mentioned 4 districts. This would be achieved through training, and on – job support to the sectors and Project CDPOs of the pilot divisions.
 - e. CARE shall periodically and independently monitor the progress on the pilot and report back to the State level review Committee.
 - f. CARE shall participate in the State Review Committee and the Development Cell, as appropriate.

TERMS AND CONDITIONS

2. The above appointment shall be subject to the following terms and conditions:

- a. GOAP shall ensure issue all and any documents and approvals to ensure that this contract is duly approved as a specific task within the scope of the Indo-CARE Agreement.
- b. The CARE shall facilitate use of monitoring system shall to collect and analyse disaggregated data. Efforts will be made to simplify and strengthen the existing data collection mechanisms so that quality data on various measurable development indicators is generated and used for programme assessment and improvement as well as for monitoring progress and periodic evaluation in achievement of goals with the help of technical agency namely M/s GMIS Pvt. Ltd.
- c. CARE shall enter into a technical consultancy/Software development and implementation agreement with M/s GMIS Pvt. Ltd. after having the technical specifications and commercial conditions approved by the GoAP CARE shall similarly enter into an agreement with hardware supplier with the approval of the department.
- d. CARE shall, with the support and assistance provided by GMIS Pvt. Ltd. assist the GOAP to procure hardware from HCL Ltd/party finalised. The technical specifications for the hardware and the schedule for procurement which shall be done in a phased manner, shall be as recommended by GMIS Pvt. Ltd. and jointly approved by GoAP, CARE and GMIS Pvt. Ltd. The first phase of procurement shall be restricted to meet requirements of Hyderabad division. Depending on success of this pilot further extension to other areas of pilot shall be jointly decided.
- e. GOAP shall pay to CARE as advances all funds required for all procurements under this contract and the Director, WD&CW will facilitate the transfer of complete contract amount to CARE within one week of signing the contract from out of the funds accrued from empty container CARE food. This will facilitate CARE to make the necessary payments to the vendors and GMIS Pvt. Ltd. The Payments will be made as per the Payment Schedule in the Contract on receiving clearance from Dept of WD, CW & DW.
 - a. Title of all software and hardware resources shall vest with CARE during the term of the project. The GoAP shall at all times be vested with the control i.e. possession and custody of the said resources and shall bear complete responsibility for safekeeping and maintenance of the said assets at all times during the duration of the project. GoAP shall closely

coordinate with CARE to ensure that all assets are kept in good working order and receive proper maintenance.

- b. CARE shall not be liable for safekeeping, custody, technical suitability, procurement price as these will be the responsibility of the GOAP and its recommended technical agency.
- c. GoAP shall in consultation with CARE, constitute and establish a State Review Committee and the Development Cell to coordinate the various activities across GoAP, ICDS, GMIS Pvt. Ltd. and HCL and facilitate the effective participation by CARE on the said State Review Committee and the GMIS Pvt. Ltd Development cell. State Review Committee and GMIS development cell , CARE and the GMIS Pvt. Ltd. shall if required consult with each other to develop and implement the rules of business of the said committee and cell.
- d. The terms and conditions under which M/s. GMIS Pvt. Ltd. shall be engaged and to which GMIS Pvt. Ltd. has agreed to carry out the above-mentioned assignment are specified in Annex titled Terms of Reference (T.O.R) for GMIS Pvt. Ltd.

Payment Schedule

f. The payment will be made by CARE in accordance with the directions of the Principal Secretary to GoAP who will authorise the Payment to be made as follows:

Payment will be authorised by the Principal Secretary as below:

- 10% on inception report
- 20% on submission of formats and related definitions.
- 30% on acceptance of pilot testing in Hyderabad division.
- 30% on acceptance of Roll out.
- 10% on acceptance of testing of entire system.

TAXES

g. The cost does not include applicable taxes. Taxes other than individual taxes, such as service tax, VAT or any other tax imposed in future, will be paid over and above the consultancy fees. The GoAP recognises that CARE has a tax free status for all activities covered under the Indo-CARE Agreement and agrees that in the event that CARE is required to bear any taxes in respect of the activities taken under this Agreement, the same shall be borne and paid by the GoAP along with any and all amounts as may become payable by way of interest or any other additional levy in relation to such tax.

Sub-Contract

h. CARE and M/s GMIS Pvt. Ltd. can sub-contract part of this assignment on express approval of WDCWDW.

i. CARE and GMIS Pvt. Ltd. undertakes to carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity, having due regard to the nature and purpose of the assignment, and to ensure that the staff assigned to perform the services under this Contract, will conduct themselves in a manner consistent herewith.

ADDITIONAL PROVISIONS

Independent Organization

j. CARE and its sub-contractor GMIS Pvt. Ltd. act as independent organizations, and shall not claim to be an agent, officer, employee, or part of GoAP. CARE shall make any commitments on behalf of GoAP as may be necessary to carry out the tasks hereunder with the express approval of department of WDCWDWD

Indemnification

k. CARE shall not be responsible for any losses, costs, damage caused or likely to be caused to GoAP due to any delay or lack of due care in the performance of obligations under this agreement by GMIS Pvt. Ltd..

Confidentiality

l. CARE shall make sure that all work and services carried out hereunder the contract will be kept entirely confidential, and shall not be used, published or made known, without GoAP's prior written approval, any information gathered by/made available to CARE or GMIS Pvt. Ltd. or furnished by GoAP to any persons other than the authorised personnel of the parties to this contract agreement. This shall not apply to any information that was in the possession of M/s GMIS Pvt. Ltd. prior to the commencement of this contract agreement, or which is or shall become available to the general public through a printed publication or distributed otherwise. This clause shall survive the expiration or earlier termination of this agreement.

m. CARE also agrees that all knowledge and information not within the public domain which may be acquired during the carrying out of this Contract, shall be, for all time and for all purpose, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, except with the written permission, from WDCWDWD.

Intellectual Property

n. The parties agree and acknowledge that all intellectual property rights created under or in consequence of this contract, or otherwise relating to the work shall at all times vest in GoAP. Except as required under this agreement, neither CARE nor its sub contractor GMIS Pvt. Ltd. shall use or display or refer to the materials produced, created or developed under or in consequence of this agreement for any purpose whatsoever except with the prior written consent of GoAP. This clause shall survive the expiration or earlier termination of this agreement.

Title and Usage

o. All final software, formats, reports and other documents submitted by CARE during the performance of the Services shall become and remain the property of the WDCWDWD, GoAP. CARE may retain a copy of such documents but shall not use them for purposes unrelated to this Contract without the prior written approval of the WDCWDWD.

Changes and modifications

p. No changes in, modifications of, or revisions to this contract agreement or the Work covered by this Contract Agreement will be valid unless in writing and signed by the authorized representatives of GoAP and CARE. Should such corrections or revisions or additions be required, they will be executed as an amendment to this contract agreement, and will be duly signed by all parties executing this contract agreement.

Termination

q. The Termination of this contract will be deemed to have happen in the following circumstances:-

(i) Either party shall have the option to terminate this contract agreement in the event that the other party fails to perform its obligations under this contract agreement, and fails to respond to cure any such default within 15 days of written notification of such breach by the party not in default.

(ii) The continuation of this contract agreement to its full term is subject to the approval of a mutually agreeable system which are to be developed under the contract. In event of termination, GoAP will pay to CARE any and all such amounts within a maximum of 21 days from written notification of termination by either of the parties.

- a. as needs to be paid to GMIS Pvt. Ltd.
- b. amounts required to be paid for the assets purchased for development of system as agreed in the contract agreement

If such amount is not paid as per this clause, it shall become liable for interest at the rate of 18% per annum for the period of delay:

Further, all balances with accrued interest available with CARE as on that date shall be reverted to Director, WD & CW within 21 days of such termination.

(iii) Neither party will have the right to terminate this contract agreement once the monitoring system design has been agreed upon by mutual consent, and the project has thereby entered the development stage, except by reason of breach of contract as outlined in Clause (i) above.

15. Should a termination of this contract agreement (except for breach of contract) be considered after the development stage of the project has commenced, the balances with accrued interest available with CARE as on that date shall be reverted to Director, WD & CW within 21 days of termination.

Disputes

16. All disputes shall in the first instance be resolved jointly by the authorized representatives of GoAP and CARE. In case the same cannot be so resolved, the same shall be referred to joint arbitration of two independent persons, with each party naming one such person, or be referred to the Indian Council of Arbitration if the selection of arbitrators is not reached at within 30 days of reference of dispute to arbitration.

Force Majeure

17.The failure of either party to fulfil any obligations under this Contract Agreement shall not be considered to be a breach of or default under, this contract agreement insofar as this liability arises from an event of force majeure, provided that the party affected by such an event takes all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract Agreement.

Governing Law

18.This contract Agreement shall be governed by the laws of the Republic of India.

Finality ClauseT

19. This Contract Agreement is the final contract between the parties and all subsequent amendments and notifications must be in writing.

The following document attached hereto shall be deemed to form an integral part of this Contract.

Annex IB: **(T.O.R) for GMIS Pvt. Ltd.**

Date:

WD&CW
Women Development & Child Welfare
INDIA
Govt of A.P.
8-3-222,
Colony,
Behind Sarathi Studio,
Ameerpet, Hyderabad

CARE
CARE
6-3-608/1,
Anand Nagar
Khairatabad,
Hyderabad

Annexure I-B

TERMS OF REFERENCE FOR BUILDING A GEO-GRAPHICAL MANAGEMENT & MONITORING INFORMATION SYSTEM (GMIS) FOR ICDS IN ANDHRA PRADESH

1 BACKGROUND

The Integrated Child Development Service (ICDS) Scheme, launched in 1975, as a Centrally Sponsored Scheme is a nationwide programme which aims at promoting the holistic development of children up to 6 years of age with a special focus on children up to 2 years, besides expectant and nursing mothers.

ICDS is for providing integrated services comprising (i) Supplementary nutrition, (ii) Immunization, (iii) Health check-up, (iv) Referral Services, (v) Non-formal Pre-school education (3-6 year children only), and (vi) Nutrition and Health. The Anganwadi Centres managed by the Anganwadi Workers and the Anganwadi Helpers are responsible for delivering the services at the field level with the overall supervision of the District Programme Officers and the Child Development Project Officers (CDPOs) at the Block level.

The present monitoring system is found to be repetitive and a mere aggregation of data at various levels without providing for qualitative evaluation. The simple aggregation has also resulted in improper reporting without reference to field reality or facts.

This programme needs to be regularly monitored, to assess progress towards the goals and targets. A comprehensive system should be developed and operated to collect and analyse disaggregated data. Efforts will be made to simplify and strengthen the existing data collection mechanisms so that quality data on various measurable development indicators is generated and used for programme assessment and improvement as well as for monitoring progress in achievement of goals.

There is a need to effectively monitor and review district and state plans, so as to enable the department to focus on chronically backward pockets to bring them at par with the rest of the state.

2 OBJECTIVE

To Develop the GMIS, train the senior level officers in the GMIS developed and to analyse certain data for better institution management of ICDS.

3 SCOPE OF CONSULTANCY

1. Development of a GMIS software for the ICDS programme
2. Working together with ICDS staff in pilot divisions in the districts of Kurnool, Vizianagaram, Hyderabad and district of Nizambad for testing and debugging the software during initial implementation for three months from the date of implementation in the field.

Rules to organise the flow of information, checking procedures, roles of concerned staff will have to be framed during the development of the database so that they can be enforced through a Government Order (GO) as soon as the database is installed in the districts. A GMIS Support Cell will be created in WDCWDW office to frame these rules. WDCWDW will also prepare the manual/guideline to describe the registers and daily diary based on user manual etc., to be provided by software developer.

3. Prepare monitoring reports. Analyse data to be made available by ICDS, both graphically and Geographically, for the sufficiency and adequacy of the staff and in relationship with the poverty data to identify backward pockets.

4. Training the CDPO and above officers in GMIS developed and developing a training package for the staff below CDPO.

5. Implementation support shall be for a period of six months from day of acceptance of software.

4 OUTPUTS

The following tasks will be undertaken

1. Development of a GMIS software for the ICDS programme:

1. Prepare the detailed specifications of the database and GMIS:
 - a. Revisit the existing formats for collecting data and simplify them, reducing them substantially (Survey, Pregnant and lactating mothers, Immunization, Attendance, Visitors and a daily diary). A master file with AWC profile, Supervisors, CDPOs and PDs, with habitation codes, will be prepared.
 - b. Divide the information into permanent static data and periodically updated dynamic data
 - c. Define the indicators required for monitoring
 - d. Define the reports at each level, tables, graphic, and maps
 - e. Design the architecture

2. Develop the Telugu database in MySQL and PHP

3. Finalise reports (tables, graphs, maps) in consultation with the community, the AWCs, supervisors, CDPOs, the PDs and Collectors, the Director WDCW to check their relevance and usefulness.

4. 2. The developed software will be delivered to the ICDS officers concerned who will provide necessary computer infrastructure (hardware & software) and will be tested in the pilot divisions in Parvatipuram; in Vizianagram; Kurnool division in Kurnool district, Secunderabad division in Hyderabad; and complete Nizambad district.

1. GMIS Consultants Pvt. Ltd. team will provide implementation support for testing and debugging for a period of three months from the day of implementation at field level.

2. The database software will be delivered with all the passwords, codes, etc providing for flexibility to modify, update and eventually enable the department to upscale to all other districts in the state.

3. The following analysis will be undertaken with the help of GIS and Visual Matrix/ Classification tools:

1. Analyse the location of AWC, compare with population and identify the gaps for total coverage
2. Identify the poorest mandals and define the priority areas based on poverty indicators.

3. Analyse the existing information to prepare district and block assessment, graphic reports and maps.
 4. Periodic monitoring reports with tables, graphs and maps.
4. Training the CDPO and above officers in GMIS developed and developing a training package for the staff below CDPO.
1. developing a training package for hands - on training for the officers of CDPO level and above for the 4 identified districts (in 2 batches of about 40 officers each) on the software package.
 2. conducting the training on GMIS package, for which assumption of a minimum computer literacy level of MS Office is required. Training will be for a duration of one week for each batch.
 3. Developing one training package for the staff of the CDPO.

5 REVIEW, MONITORING & REPORTING ARRANGEMENTS

GMIS Consultants Pvt. Ltd. will report directly to Principal Secretary. However following committees are constituted with the tasks as assigned.

5.1 State Review Committee

A State Review Committee will be formed to review the progress of work and will meet periodically, preferably on a monthly basis, with the following tasks:

1. The specification of Database & fields will be approved by the Review committee
2. Reviewing the progress

The members will be:

- Chairperson: Principal Secretary, WDCWDW,
- Member Secretary, IT Department,
- Member: Director, WDCWDW,
- Member: Dr Anne Chappuis, GMIS Consultants Pvt. Ltd.,
- UNICEF Representative for A.P.
- Member: CARE

Experts / individuals may be co-opted as and when required.

5.2 GMIS Support Cell

A GMIS Support Cell will be formed, which will provide the required data, formats and Department input/support.

The GMIS Support Cell will comprise:

- Chairperson: Director WD&CW,
- Member Secretary, IT Department.
- Contact person: Dy Director ICDS/ WDCWDW,
- Asst. Director, WD&CW,
- Project Director, Hyderabad, WDCWDW
- One person from Nizambad, ICDS/ WDCWDW,
- Dr Anne Chappuis, GMIS Consultants Pvt. Ltd., and her team

6 Data and other facilities to be provided by the Department.

At least two persons from each level, AWC, Supervisor, CDPO, PD, State, will assist GMIS Consultants Pvt. Ltd. in assessing the different outputs needed.

The department will provide all the relevant data, reports or any other data required for the implementation of the project.

In case the scope of the project is revised or enhanced, the cost will be revised proportionally on mutually agreeable conditions.

7 Database, programme rights and upscaling

The database application will be developed with Open Source tools and it will be delivered to the ICDS programme with all the passwords, codes, etc providing for flexibility to modify, update and eventually enable the department to upscale to all other districts in the state. The Directorate GMIS Cell will have all rights over the programme take up consultancy for other states if required, in co-ordination with GMIS Consultants Pvt. Ltd. on mutually agreeable terms.

8 Timeframe

The development, test, training, analysis, upgradation to four districts will be conducted in a period of one year. The contract will be in force from November 1, 2008 to Dec 31st, 2009

9 Cost estimate for the pilot phase in divisions of four districts, Hyderabad, Nizambad, Kurnool & Vizianagaram

Data base development	
Job	Amount
Specifications & Architecture	3,50,000
Security & Network	2,70,000
Programmer	9,00,000
Designing Graphic reports	5,60,000
Integration with GIS and Graphic reports	5,60,000
Development of training package, training, travel & field visits	9,00,0000
Total excluding tax	Rs. 35,40,000

The total cost is Rupees Thirty Five lakhs forty thousand only.

The cost does not include applicable taxes. Taxes other than individual taxes, such as service tax, VAT or any other tax imposed in future, will be paid over and above the consultancy fees.

Payment will be authorised by the Principal Secretary as below:

- 10% on inception report,
- 20% on submission of formats and related definitions.
- 30% on acceptance of pilot testing in Hyderabad division,
- 30% on acceptance Roll out.
- 10% on acceptance of testing of entire system.

The payment will be made by CARE INDIA in accordance of the direction of Principal Secretary / Director, WD & CW

For **WDCWDW**
Ltd.

For **CARE INDIA**

For **GMIS Consultants Pvt.**

Annexure – II

Budget for GMIS pilot project

Job	Amount
GMIS excluding tax	35,40,000
Taxes @ 11.33%	4,01,082
Cost of the laptops @ Rs.15,990/- + 4% VAT (200 nos.) Now the revised Laptops are 310	51,55,300
Cost of the printers @ Rs.6450/- + 4% Tax (200 Nos) now only 36 printers and 36 UPS @ Rs.21000 (TVSE Company is suggesting MSP 455 XL @ 8750/- inclusive of taxes. This printer is 24 pin and from any software printouts can be taken. (Actual rate of this printer is Rs.12995/- + Taxes) + UPS (8000 to be confirmed)	7,56,000
Transportation of Laptops & Printers to Project Locations	Actuals
Estimated total cost	98,52,382

Tentative Breakup and proposed allocation for Assets under this Project (***)

Particulars	Laptops	Printers
Total No. Proposed	310	36
Kurnool District (45 sectors, but some have more than 25, total required=48+6 projects = 54)	54	6
Vizianagaram district (54 sectors, 61 laptops + 9 projects = 70)	70	9
Nizambad district (1950 AWC in 2006, estimated laptops 110+11=121)	121	11
Hyderabad (10 sectors, 12 laptops + 2 projects = 14)	14	2
Secretariat	1	1
Directorate (Director (1) + Dy. Director (1) + Supervisors (2)	4	1
GMIS (Headquarters (2) + Field officers (2)*)	4	1
CARE office*	1	1
Back up	41	4

*Note (***):* Subject to actual requirements all Assets shall be property of Department of WD&CW Govt. of A.P.